

THE FIRST EDITING STAGE: THE MOST SERIOUS PROBLEMS

Number	Problems	Sample Sentences
1	Fragment	The students did well on the exam/ because they had studied. The students did well on the exam because they had studied.
2	Verb 2a Tense 2b Form	has been He is a student since 1985. He has been a student since 1985. Students must decide x which college to attend. Students must decide which college to attend.
3	Agreement 3a +s 3b Subject/Verb 3c Noun/Pronoun	The teacher discussed their three assignment ^s . The teacher discussed their three assignments. The man with the math books come ^s from Brazil. The man with the math books comes from Brazil. Each student should hand in their ^{his} paper. Each student should hand in his paper.
4	Run-On Comma Splice	The students took a test yesterday [^] two students were absent. The students took a test yesterday [^] two students were absent. The students took a test yesterday; two students were absent. or The students took a test yesterday, but two students were absent.

THE SECOND EDITING STAGE: INTERMEDIATE PROBLEMS

Number	Problems	Sample Sentences
5	Parallelism	Jose attends the university because of its low tuition, its good reputation, and to live in a big city . ^{its location} Jose attends the university because of its low tuition, its good reputation, and its location.
6	Word Order	In my country, only those people can be given such titles who have ^{earn} graduate degrees. In my country, only those people who have graduate degrees can be given such titles.
7	Word Choice	After class I usually eat ^{eat} lunch at home. After class I usually eat lunch at home. or After class I usually have lunch at home. This ^{their} activity fee is expensive. Their activity fee is expensive. by The university is surrounded from ^{by} tall trees. The university is surrounded by tall trees.
8	Word Form	From the least to the most importance , the three . . . From the least to the most important, the three . . .
9	Article	Students need x ^{the} best explanation possible. Students need the best explanation possible.

TITLE THIRD EDITING STAGE: PUNCTUATION AND MECHANICS PROBLEMS		
Number	Problems	Sample Sentences
10	Punctuation 10a Comma	Before I came to the United States, several friends had studied here.
	10b Other	Before I came to the United States, several friends had studied here. I am attending college with my brother's help. I am attending college with my brother's help.
11	Capitalization	I have a computer science test and an English test on Monday. I have a computer science test and an English test on Monday.
12	Spelling	At ESL centers, courses in listening, speaking, reading, and writing are taught. At ESL centers, courses in listening, speaking, reading, and writing are taught.